

July 14, 2014

MINUTES OF A REGULAR MEETING OF THE TORRANCE LIBRARY COMMISSION

1. CALL TO ORDER

The Torrance Library Commission convened in a regular session at 7:00 p.m. on Monday, July 14, 2014 at El Retiro Library.

2. ROLL CALL

Present: Commissioners Haussmann*, Perkins, Sheikh,
Wengrow, and Chairperson Ross.

Absent: Commissioners Ravine and Sargent.

Also Present: City Librarian Theyer, Principal Librarian Wierzbicki,
Senior Librarian Van Vranken, Acting Supervising
Librarian Shimamoto, Senior Librarian Coates, and
Youth Services Librarian Spradlin.

*Commissioner Haussmann arrived at 7:15 p.m.

MOTION: Commissioner Sheikh moved to grant Commissioners Ravine and Sargent excused absences for the July 14, 2014 Library Commission meeting. Commissioner Wengrow seconded the motion; a roll call vote reflected unanimous approval.

3. FLAG SALUTE

Commissioner Sheikh led the Pledge of Allegiance.

4. AFFIDAVIT OF POSTING

MOTION: Commissioner Perkins, seconded by Commissioner Sheikh, moved to accept and file the report of the City Clerk on the posting of the agenda; a roll call vote reflected unanimous approval (absent Commissioners Ravine and Sargent).

5. APPROVAL OF MINUTES

5A. MINUTES OF JUNE 9, 2014

Minutes were not available.

6. NEW BUSINESS

The Commission welcomed guest Cultural Arts Commissioner Anil Muhammed.

6A. EL RETIRO LIBRARY UPDATE

Senior Librarian Van Vranken welcomed Commissioners and provided an update of branch activities since the Commission's last visit. She noted that the El Retiro Library Report was included in agenda attachments. She presented information regarding the facility's renovation for ADA compliance, collections, adult programs, and outreach efforts. She noted that El Retiro branch has the fourth highest circulation of all libraries in the system. She recognized Hollywood Riviera Sportsman's Club and Riviera Garden Club for their generous donations. She stated that the biggest challenge continues to be staffing due to the elimination of a Junior Library Clerk position in August 2013.

In response to Chairperson Ross's inquiry regarding the vacant position, City Librarian Theyer provided background and advised that they are currently in meet and confer with the employee union to resolve the problem.

Youth Services Librarian Spradlin noted that his written report was included in supplemental materials. He stated that one of the most popular programs at El Retiro is the weekly Toddler storytime, noting that there were 75 attendees last week. He discussed monthly programs, highlighting the Awesome April Author Showdown. He stated that he applied for and received a California State Library grant for a project "The Library Is for Everyone" to improve services for children with special needs and their families.

7B. REVISION ACCEPTABLE USE POLICY

City Librarian Theyer presented the Acceptable Use Policy currently in place and the proposed revision. She reported that the Policy was last updated in 2007, and since that time the Library has added wireless Internet access, the online App, and a presence in social media. She stated that the revised Policy includes modernization of language and the addition of a wireless "click through" agreement for users. She requested that the Commission review the proposed changes and provide its input, noting that the line "Reviewed by the Torrance Library Commission" would be added to the final Policy.

Commissioner Sheikh initiated a brief discussion regarding the issue of filtering. City Librarian Theyer explained reasons behind the Library's decision not to filter. She noted that libraries have been sued for not filtering and for overfiltering and that no filtering company can guarantee protection. She also described the Library's procedure when a patron objects to an item in the collection.

MOTION: Commissioner Perkins moved to accept the revised Acceptable Use Policy as presented. Commissioner Sheikh seconded the motion; a roll call vote reflected unanimous approval (absent Commissioners Ravine and Sargent).

7C. INTRODUCTION TO THE GET PROJECT

Commissioners moved to the other side of the Library for a PowerPoint presentation by Senior Librarian Coates regarding the "Get Project." He reported that he received a \$5,000 California State Library grant through the Eureka Leadership Institute to develop a program that provides health and wellness topics and promotes a more active lifestyle. He stated that the nine-month program will begin in August 2014.

He discussed the snapshot community health survey conducted by the Library in April 2014. He noted that over 270 individuals participated in the survey and that 66% of respondents stated that they were actively trying to lose or maintain their weight. He stated that he also used the findings from a recent Health Needs Assessment conducted by the Torrance Memorial Medical Center.

Senior Librarian Coates described the “Get Moving, Get Informed, Get Healthy” program he is developing with the assistance of partners that include Torrance Memorial Medical Center, Torrance Farmers’ Market, Torrance-South Bay YMCA, and Healthcare and Elder Law Professionals (H.E.L.P.) He stated that over 50 programs that are being planned include Snack and Story events, Teen/Tween Wii Dance Parties, Homeopathic Health presentations, Season Produce programs, cooking demonstrations, free health screenings, senior health talks, and 15-Minute Fitness Classes. He noted that all of these programs will lead up to a Healthy Family Field Day in May 2015 and expressed hope that the event will promote summer programs and classes, build goodwill within the community, and create community partnerships.

7. OLD BUSINESS

7A. FRIENDS OF THE TORRANCE LIBRARY

City Librarian Theyer reported that Friends is busy getting ready for the Paperback book sale on July 19, 2014 at Katy Geissert.

8. MONTHLY DIVISION REPORT

City Librarian Theyer noted that her Monthly Division Report was included in agenda materials. She was pleased to report that the State budget was signed with Public Library Broadband Initiative funding, the existing \$4.7 million in CLSA and Literacy, and an additional \$3 million for CLSA and Literacy all intact.

9. ORAL COMMUNICATIONS

9A. Commissioners Sheikh and Wengrow discussed the focus group they hosted at North Torrance Library on June 16, noting that there were six attendees.

City Librarian Theyer stated that she expects to present raw data and a preliminary analysis from the focus groups at the next Commission meeting.

9B. Commissioner Haussmann stated that she enjoyed the retirement celebration for Sue Herbers as well as a watercolor exhibit at Lexus.

9C. Commissioner Sheikh stated that he attended the last City Council meeting as well as health and welfare events at his place of work, Kaiser Permanente, and Sam’s Club.

9D. Commissioner Perkins stated that she attended a City Council meeting, retirement celebration for Sue Herbers, graduation at West High School, and a retired PERS assembly.

9E. In response to Chairperson Ross's inquiry, City Librarian Theyer advised that the new City Council officially begins on July 15 and that they need to be seated before the Councilmember vacancy can be appointed.

9F. Chairperson Ross stated that he served on the Youth Council selection committee on June 12-13 and shared information about the focus group he hosted. He relayed Debbie Reed's invitation to Commissioners to attend Youth Council meetings that will begin on August 14.

10. ITEMS FOR NEXT LIBRARY COMMISSION MEETING

Items for the August 11, 2014 Library Commission meeting agenda were listed and include: Friends, outreach reports, focus groups, Annual Report, and Library Spots.

11. ADJOURNMENT

MOTION: At 8:27 p.m., Commissioner Wengrow moved to adjourn the meeting to August 11, 2014, 2014 at 7:00 p.m. at Katy Geissert Civic Center Library. Commissioner Haussmann seconded the motion and, hearing no objection, Chairperson Ross so ordered.

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Approved as submitted August 11, 2014 s/ Rebecca Poirier, City Clerk
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